

## **5M - SPLIT-SCHEDULE PUPILS**

The FTE for a student who attends two or more buildings/programs within the same district may be split between/among the buildings/programs, at the discretion of the local school district. If the FTE is prorated between/among the buildings, that student must be identified on the building/program alpha roster as a non-conventional, split-schedule student. If the district decides to count the entire FTE at the student's primary building, then such a designation is not required.

### **A. Requirements for Counting Membership**

A district may count a student for a split-schedule membership if all of the following has occurred:

1. The district has determined the total number of instructional hours provided to the student by adding together the hours at each building/program.
2. Each building has claimed the appropriate FTE by dividing the number of hours in that building by the total number of hours calculated in #1 above or by the minimum required hours to generate 1.0 FTE if the hours in #1 above are less than the minimum.
3. The total FTE for the student (the sum of all buildings/programs) may not be more than 1.0 F.T.E.

### **B. Regulatory Reference**

Administrative Rule:

340.2(1)

Q #1

A pupil is enrolled in the district's high school for six periods. This pupil is also enrolled in the district's evening alternative education program for one class. May the district count the pupil for the alternative education program?

A #1

The maximum FTE a pupil may generate is 1.0. The district may pro-rate the funding between the high school and the alternative education program by dividing the actual number of pupil instructional hours the pupil is enrolled and attending in the high school or the alternative education program by the actual number of hours the pupil is enrolled and attending in total. Under no circumstance does this pupil generate more than 1.0 FTE.

Q #2

A pupil is enrolled in District A's high school for six periods. This same pupil is enrolled in District B's alternative education program for one class in the evening. May both districts count this pupil?

A #2

District B may have a cooperative agreement with District A to provide pupil instruction to this pupil through District B's alternative education program for the one class. The two districts would then prorate the FTE count for this pupil based upon the sum of the actual pupil instructional hours provided to this pupil by both districts. Without the cooperative agreement, District B cannot count this pupil for membership purposes. This pupil is already enrolled and attending District A full time.